



Round Hill Primary School
Dream, Believe, Achieve Together

EYFS

Welcome Pack

Welcome to Round Hill Primary School

Meet our Head Teacher and Senior Leadership Team



Mr Adrian Nash
Head Teacher

Dear Parents/Carers,

At Round Hill Primary School we believe that education is about inspiring young children to engage in a lifetime of learning.

Along with the staff, governors and pupils, we intend to make Round Hill an outstanding school. Success in most ventures requires vision, determination, and teamwork. The staff team are determined to get the right balance between traditional values with the demands of a rapidly changing world. We are passionate and determined to offer your child a high quality education and to ensure your child reaches their full potential.

With your support and the encouragement you can give your child, we can build a strong partnership, which will enhance your child's education at Round Hill. Excellent communication with parents is important to us. It is a good idea to check the Round Hill School Website regularly as copies of all letters to parents are posted there as well many other details about school life.

Adrian Nash

Head Teacher



Mrs Joanne Hewitt
Deputy Head Teacher



Mrs Stacey Yates
Assistant Head Teacher



Mrs Lauren Briggs
SENCO



Mrs Jill Munro
SENCO

Welcome to Round Hill – From the Chair of Governors (Gill Robins)

On behalf of the governing body, I am delighted to welcome you to the Round Hill community. We trust that your child's time with us will be a positive and happy part of their learning journey. Round Hill is an amazing place to learn, to grow, to work and to play – a place where every child is

recognised as an individual, each with their own unique personality and way of looking at the world around them.

The governing body is comprised of 12 governors, which include the Head; staff; parents, and governors co-opted from the local community who bring a wide range of skills and experience to the process of governance. You can find details about each of the governors on the school website, together with more information about how the governing body operates and minutes of recent meetings.

The role of the governor is often summed up as 'a critical friend' to the Head and the wider school. The responsibilities which the role brings include:

- ensuring that the school's vision and values are embedded in every aspect of school life,
- setting strategic direction,
- approving the annual budget,
- scrutinising policies to secure compliance,
- reviewing progress against the budget, planning and targets,
- providing support and challenge to the Head,
- appointing the Head teacher.

As well as participating in full governing body meetings twice each term, we also take individual responsibility for different aspects of governance, which include areas such as safeguarding; Head teacher appraisal; school improvement, or health and safety. There are also a Chair and two vice-chairs.

Whilst it requires commitment to be a governor, it is a rewarding and interesting role. During your time at Round Hill, you will hear about vacancies on the governing body. If you are interested, enthusiastic about governance and you have a real desire to get involved, do let us know and a governor will meet with you and chat with you further. There is plenty of training, mentoring and support available, so please don't worry about needing particular qualifications in order to join us on the governing body.

We hope you really enjoy your time at Round Hill and that you and your family find your place in the community – I look forward to working with you if that is as part of the governing body!

Every best wish to you and your child,

Gill Robins

Chair, Round Hill governing body

The Early Years Foundation Stage (EYFS) Team

We consist of three classes that merge during 'choice time', also known as Continuous Provision.



Mrs Louisa Richards
EYFS Phase Leader and Class Teacher
Bluebells



Mrs Flo Bond
Class Teacher
Daffodils



Mrs Suzie Hicks
Class Teacher (0.8)
Snowdrops



Mrs Tahzeem Humphries
Class Teacher (0.2)
Snowdrops

Each class will also have Assistant Teachers to help support children and ensure we provide an inclusive environment. Some children also have 1:1 support.

EYFS Pledge

As a team, our aim is to ensure all children feel safe, happy and supported when they come into school. We take great pride in ensuring each child is treated as an individual and that our support, care, curriculum and provision is tailored to meet their needs. We are very proud of our multilingual community and ensure that all EAL (English as an Additional Language) children are supported using a range of resources including: young interpreters, parent interpreters, dual coding (pictures and action representations) and a vocabulary enriched environment.

We endeavour to build robust relationships with children so that they feel confident to express their needs, wants and ideas.

Furthermore, we consistently strive towards building an environment that develops children's self-esteem, confidence, resilience, growth mindset and self-worth with endless opportunities for all children to be successful in their own way.

As a Foundation team we value a home-school partnership that continues to develop the full potential of every child. As part of this partnership, we aim to ensure that all children make a happy and successful transition from home to school.

We hope you find this information pack useful. If there is any other information you need, please contact the school, as we are always happy to help. We are looking forward to working with you and your child to help them achieve their best during their time in school.

Daily Timetable (example)

8:50 a.m. - 9:00 a.m.	Early bird jobs and activities. This includes children learning to organise themselves independently by putting their belongings in the correct place and letting us know what they are doing for lunch by moving their name on the school dinner or packed lunch picture. Children are also expected to continue with a simple task or choose an Early Bird activity to complete.
9:00 a.m. - 9:05 a.m.	Morning welcome and registration. A chance to ask children about their weekend or evening, to share thoughts and ideas with each other.
9:05 a.m. - 9:30 a.m.	Phonics
9:30 a.m. - 10:00 a.m.	Round Hill Run then milk and snack
10:00 a.m. - 11:00 a.m.	Choice time (free flow across classrooms and outdoors)
11:00 a.m. - 11:25 a.m.	Literacy
11:25 a.m. - 12:45 p.m.	Prepare for lunch, lunchtime and play time
12:45 p.m.	Afternoon registration
12:50 p.m. - 1:15 p.m.	Number fun
1:15 p.m. - 2:45 p.m.	Choice time (free flow across classrooms and outdoors)
2:50 p.m. - 3:05 p.m.	Story time
3:15 p.m.	Home time

Early Bird Jobs

Put your name on the dinner register.	Put your book bag away.	Put letters for the office in the wallet.	Put your lunch box on the shelf.
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Outdoor Play and Wild Area

The outdoor environment is a key part of life in Foundation and children have the opportunity to play and learn outside each day. We are fortunate to have access to the school's wild area in addition to our outside classroom. We play outside whatever the weather, so it is important that your child has appropriate clothes in school each day. Wild area sessions will generally be on Tuesdays and we will spend most of the afternoon there.



Your child will need:

All year round

Wellington boots

Something to cover arms and legs (it can be prickly, sunny and very cold)

A waterproof coat and trousers

Warm weather

Suntan lotion (the easiest solution is the long lasting type that you can apply before school)

A sunhat (ESSENTIAL)

Cold weather

Warm layers

A woolly hat

Gloves

Scarf

It is a good idea to provide a spare pair of pants, trousers and socks, to be kept on your child's peg, as many children tend to get very wet and dirty outside!

School Uniform

Please ensure that all clothing and footwear is clearly marked with your child's name. As you can appreciate, we have lots of identical clothing and it makes it a lot easier to return to the owner when labelled.

At Round Hill we encourage all children to wear school uniform. Please check the recommended list of options and ensure your child comes to school suitably dressed.

Sweatshirt, jumper and cardigans	Plain red or navy, with or without school logo
Shirts	Long or short sleeved white collared or polo shirt
Trousers or shorts	Grey, navy or black
Skirt or pinafore dress	Grey, navy or black
Summer dresses	Checked or striped, red or blue
Footwear	Black sensible shoes (no laces unless your child can tie them). No high heels or open toed shoes). Non logo'd black trainers are allowed
Wellington boots	To be kept at school during term-time
Outdoor clothes	See outdoor play and wild area page



Please visit the [School Uniform](#) section on our website for a list of our current uniform suppliers.

Reading at Round Hill

We believe in developing a love for reading in every child. We do this in several ways:

- **Book of the Week** – We use quality fiction and non-fiction text to hook children's interests into the topic. We like to include a wide range of authors and genres that expose children to a range of cultural differences.
- **Phonics Bug** – Every child will: 1) either take home a book or 2) be assigned an online book that is fully decodable and matches their phonics knowledge and learning. Phonics bug is a great online scheme that engages children in phonics and develops reading skills using fun activities, rewards and interactive characters.

We will provide you and your child with Phonics Bug login in details when they start school.

- **Story Time** - we feel that reading opens doors to endless knowledge, ideas and creativity. This is why we feel it is so important to expose children to as many stories as possible. To reflect this, we timetable in reading as a class at the end of each school day.

Toileting

In preparation for starting school, you can help your child become more independent by training them to take care of their own toileting needs. It is a good idea to keep spare clothes in your child's bag in case of accidents.

In the Foundation Unit children have free access to the toilets and staff will remind them to use the toilets throughout the day. Please ensure that their clothing is easy for them to undo to encourage their independence in toileting e.g. no tight buttons or belts.

School Planner

Your child will be given a School Planner during their first week at school. School Planners are used in every school year at Round Hill and are full of useful school information for each year group as well as containing pages to log your child's reading at home. The School Planners also contain our Home/School Agreement which you will need to read and sign when your child starts school.

School Bag

Your child will need a school bag which will need to be brought to school daily. It will be useful for carrying the School Planner and any other items such as reading books. Please ensure you write your child's name on their bag so that it can be easily identified.

P.E

We ask children to come to school in a P.E kit on a Friday to enjoy our physical Friday activities. This includes a morning of structured activities including

- P.E. – focusing on fundamental movement skills
- Music and dance

- Number fun

The afternoon will also be jam packed with opportunities for children to choose a range of fun activities, games and dancing.

Drinking Bottles

It is important for the children to be able to access drinking water throughout the day. We ask that you provide a bottle of water for your child to bring to school each day.

Please ensure your child's bottle has their name clearly printed on it.

School Dinners

Hot school lunches are provided for all Foundation Stage children, free of charge. We have our own kitchen on site and our school cook produces a variety of healthy dishes each week. We also offer a daily vegetarian option. If your child's diet does not suit any of the menus due to food allergies or intolerances, religious or cultural beliefs please indicate this on your confidential information form so that we can make alternative arrangements for your child.

Please inform school if you **do not** wish your child to have a school lunch. You will then need to provide a packed lunch for your child each day. This should be brought in a lunch box or bag. A drink should be included, separate from their water bottle, specifically for lunchtime. This can be a carton of fruit juice or more water but please do not pack fizzy drinks, cans or bottles. We encourage children to eat healthily and would appreciate your co-operation in avoiding sweets, chocolates or large amounts of sugary items. The children have about half an hour to eat, to allow them some playtime, so bear this in mind when deciding what quantities to provide.

Milk

All children under the age of five are entitled to a free carton of milk each day. If you would like your child to receive milk you will need to register at www.coolmilk.com If you have any difficulties with this process, please speak to a member of staff.

Provision for SEND and Gifted & Talented Pupils

We aim to provide a broad, balanced and challenging high-quality curriculum with an emphasis on independence. We respect the right of all children to access this curriculum at a level that is right for them. We are committed at our school to providing opportunities for our children to be interested, motivated and excited to learn, and will endeavour to ensure all children have the best possible chance to reach their potential.

Before and After School Provision

Roundabout is a childcare facility that provides on-site wraparound care for Round Hill children. Sessions run from 7.45 a.m. – 9.00 a.m. and from 3.15 p.m. – 6:00 p.m. each day during term time (including INSET days). For more information about this service please contact Roundabout on 07939 521033 or roundaboutoosc@hotmail.com . More information can be found on the [school website](#).

Medicines

The consent of the Head Teacher must be obtained before any medications prescribed by the doctor can be administered in school.

The school's policy is that medicines required to be taken on a three times per day basis should be given before school, after school and at bedtime. Any medical issues which fall outside these guidelines must be discussed with the child's teacher and Head Teacher.

Children using asthma inhalers must have an inhaler in school at all times which should be clearly labelled with their name.

Absences Procedures

Regular attendance at school is a shared responsibility of parents, school and the Local Authority.

Absence Reporting – children who are not at school

If your child is ill and going to be absent from school, you must complete the [Absence Daily Reporting Form](#) that you will find on the school website. Forms must be completed daily by 9.30 a.m. on every day of absence.

Holidays in Term Time

You must get permission from the Head Teacher if you want to take your child out of school during term time. You can only do this if:

- **there are exceptional circumstances**
- you make an application to the head teacher in advance (as a parent that the child normally lives with)

You must fill in a [Leave of Absence Request Form](#) with all the details. However, unless there are exceptional circumstances holidays will not be authorised during term time.

Round Hill Association (RHA)

The RHA helps the school through fundraising activities and by holding social activities for parents and children. All parents automatically belong to the association and many help either by serving on the committee or by offering support at particular events. Regular meetings are held once a month in Beeston and everyone is welcome. Please look on the school website for more information about events and meetings or to contact an RHA member.

Parent Volunteers

We warmly welcome parent helpers in the Foundation Unit after the children have settled into school during the first half term. As part of our safeguarding procedures, you will only be able to help out once you have applied for and received DBS clearance. If you are interested in helping out on a regular basis, please speak to your child's class teacher when your child starts in September.

Communication Between Home and School

Communication between home and school is very important to us at Round Hill. We take pride in the many ways that we do this so that parents are always kept informed. School Bulletins are sent out by email and can also be found on the school website.

The school website address is <http://www.roundhill.notts.sch.uk/> or [click here](#) to see recent School Bulletins.

We regularly send e-mails through our school communication system so please ensure we have your correct e-mail address in school. If you need to update your contact details please e-mail us at office@roundhill.notts.sch.uk

ClassDojo

Each class has their own ClassDojo story. You will be invited by email (check your junk too please!) to join your child's ClassDojo before your child starts school. The ClassDojo App is free and can be downloaded on your iPhone or Android devices.

Once you have received an email from ClassDojo, you can click onto the link and set up your own login in details.

Once logged in we will use this platform as a way of messaging and sending communication about what is happening as a school and as a class.

Don't worry about missing out on information – your app will show up that a notification is pending when information has been added to the class story or a message has been sent.

For further support on how to set up and use the ClassDojo App please visit the [ClassDojo page on our school website](#).

Tapestry

New for 2022–2023, we are introducing Tapestry to all parents of children in EYFS. Tapestry is an electronic learning journal and an easy way to share how children are getting on at school and also enable parents to share successes and learning at home.

Observations of your child's learning and achievements will be recorded throughout the year and shared with you on a regular basis. This can then be used to reflect on your child's achievements and successes throughout the year in an end of year report. Furthermore, it is a great way to use what children are learning at school in other areas of their life and help them build connections between learning at school and the world around them.

Similar to ClassDojo, you will receive an email from Tapestry (please check your junk inbox), inviting you to create your own login information. Once complete, you can download the Tapestry App onto your iPhones or Android devices via the app store for free and log in to see your child's journal.

For further support on how to set up and use the Tapestry App please visit the [Tapestry page on our school website](#).

Pupil Premium

Your child may be eligible for free school meals – and accordingly pupil premium – if you receive any of the following benefits:

- Income support
- Income-based jobseekers' allowance
- Income-related employment and support allowance
- Support under Part IV of the Immigration and Asylum Act 1999
- The guaranteed element of state pension credit
- Child tax credit, provided that you are not also entitled to working tax credit and have an annual gross income of £16,190 or less
- Universal credit

If you are eligible for [Pupil Premium please apply via this link here](#).

Ideas of things to do to prepare your child for school...

- Let your child know that making mistakes helps us to learn.
- Encourage your child to care for their belongings e.g. carry their own book bag and hang up their own coat.
- Encourage your child to tidy up for themselves.
- Give your child jobs to do for the family for example laying the table, pairing the socks, sorting the washing and putting the shopping away.
- Practice getting dressed and undressed independently, including socks, tights and shoes. No shoes with laces please. Use an egg timer to help and make it a bit of fun!
- Learn to put on their own coat, turning sleeves the right way round if inside out, and fasten it.
- Read to your child and let them have a go at retelling stories to you.
- Practice writing the child's name in a variety of ways such as wet sand, shaving foam, and rice as well using pencils and felt tips (letter formation sheet enclosed). Please write name in **lower** case letters.

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